

Town of Woodstock
WPS School Facilities Upgrade Committee
Wednesday, October 8, 2014

Present: Mike Bernardi, Chandler Paquette, Mitch Eaffy, Brian Musumeci, Richard Baron, Jeremy. Sweren, Mike Dougherty, and Frank Baran.

Minutes

1. The meeting was called to order by Chandler Paquette at 7:02 a.m..

2. Approval of Minutes of Monday, October 6, 2014.

Tabled

3. Payment of bills.
None

4. Discuss the total project, and plan for Board of finance presentation.
Chandler Paquette explained why he called for this morning's meeting with such short notice. He spoke with David Stein of Silver/Petrocelli who informed him the contingency amount previously recorded was for the bid process and not the project work. Mr. Stein was recommending a 5% contingency for the project work across the board. Mr. Stein also informed Chandler Paquette that he recommended the sum of \$10,000 for legal fees. Frank Baran described the information he had concerning the fence around the elementary school and its location partially on Quassett school property. Discussion was held around the topic of whether or not the committee could use Silver/Petrocelli for the RFPs since they were already under contract. The consensus of the committee was to get a legal opinion. Discussion was held related to the approximate figures for the reimbursements the Town will receive for various aspects of the project. The topic of a time line for the project was discussed with the specific comments related to informing the Board of Finance of the desire to have the work on both the roofs and the A/C completed during the summer of 2015 and presenting the referendum to the Town for a vote. Included in the discussion once again was the question of could Silver/Petrocelli be used to write the RFPs for the school improvement projects. Chandler Paquette called for the next meeting to be held at 6:30 p.m. prior to the Board of Finance meeting at 7:30 p.m. on Tuesday October 14, 2014. Chandler Paquette questioned why encapsulating of the tunnels at WES had been eliminated from the project list. Mike Bernardi and Brian Musumeci responded that it was felt adding the generator would greatly eliminate water build up problems by being able to consistently keeping the sump pumps working. It was also mentioned that the \$200,000 estimated cost was very soft and it was thought better that other items were more important. Discussion held. Various committee members wanted to discuss the timeline for submission of the RFPs it was felt that having the RFPs available by early to mid-December 2014

was ideal. Discussion held. A discussion regarding which board was responsible for bringing the total amount of the project to the voters and questions related to the bonding process were held. Members of the committee discussed their responsibility or ability to advocate for the project. Discussion held. The topic of having a walk-through for the Board of Finance members of the proposed facilities up-grade items was held.

5. Assign tasks and responsibilities to move forward.
Mike Dougherty will talk to Donna Stefanik regarding the process for the referendum and for bonding.
6. Correspondence and Announcements.
Chandler Paquette mentioned that he has had email correspondence with David Stein. He has also had email correspondence with Donna Stefanik regarding Bond Counsel.
7. Citizens comments.
None
8. Adjournment.
Mitch Eaffy made a motion to adjourn the meeting at 8:27 a.m. Dick Baron seconded the motion.

Unanimous. Motion passed

Respectfully submitted by
Francis A. Baran